

## **Automatic Disqualifiers**

### **Criminal Convictions:**

- Any felony conviction.
- Conviction of drunk driving or driving under the influence within the past five (5) years.
- Conviction of any serious misdemeanor offense (class 1 or 2, excluding traffic offenses), or arrest for such an offense and/or provable voluntary admission of guilt within the past 5 years.
- Conviction of any offense involving moral turpitude, including larceny, concealment, bad checks, embezzlement, and/ or perjury.
- Any domestic violence convictions.

### **Drug Usage:**

- Any use of a controlled substance listed in Schedule I of the Code of Virginia within 5 years of submitting an application to Human Resources, or for more than minimal experimentation at any time. (Includes Heroin, LSD, MDMA, etc.)
- Any non-medicinal use of a controlled substance listed in Schedule II of the Code of Virginia within 5 years of submitting an application to Human Resources, or for more than minimal experimentation at any time. (Includes Cocaine, Hydrocodone, Oxycodone, Methamphetamine, PCP, etc.)
- Any non-medicinal use of a controlled substance listed in Schedules III-VI of the Code of Virginia, or any noxious chemical inhalant, within 6 months of submitting an application to Human Resources, or for more than minimal experimentation at any time. (Includes marijuana, steroids, huffing, etc.)
- Any substantiated illegal act arising from the manufacture and/or distribution of any illegal drug.

### **Driving Record:**

- Current driver's license suspension.
- Driver's license suspension for moving violations within 12 months of submitting an application to Human Resources.
- Conviction of drunk driving or driving under the influence within 5 years of submitting an application to Human Resources.
- More than 5 Division of Motor Vehicle demerit points at the date of application to Human Resources or anytime thereafter during the hiring process.
- Conviction of driving on a suspended or revoked license within the past 5 years of application submission to the Department of Human Resources.

### **Military:**

- Dishonorable discharge from the military.
- Bad conduct discharge from the military.

**Honesty:**

- Deceit or dishonesty in the application or examination process.
- Any reasonably substantiated theft or pattern of thefts from employers or others, regardless of whether criminal charges were filed.

Note: Other disqualifiers may also apply. Call the Recruitment, Application, and Orientation Center at 757-664-6688 or Human Resources at 757-664-4486 for a complete description.